



Computer CORE

Absolutely Essential Skills

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Classroom Navigator: K. Alam

Date: 4/30/2026



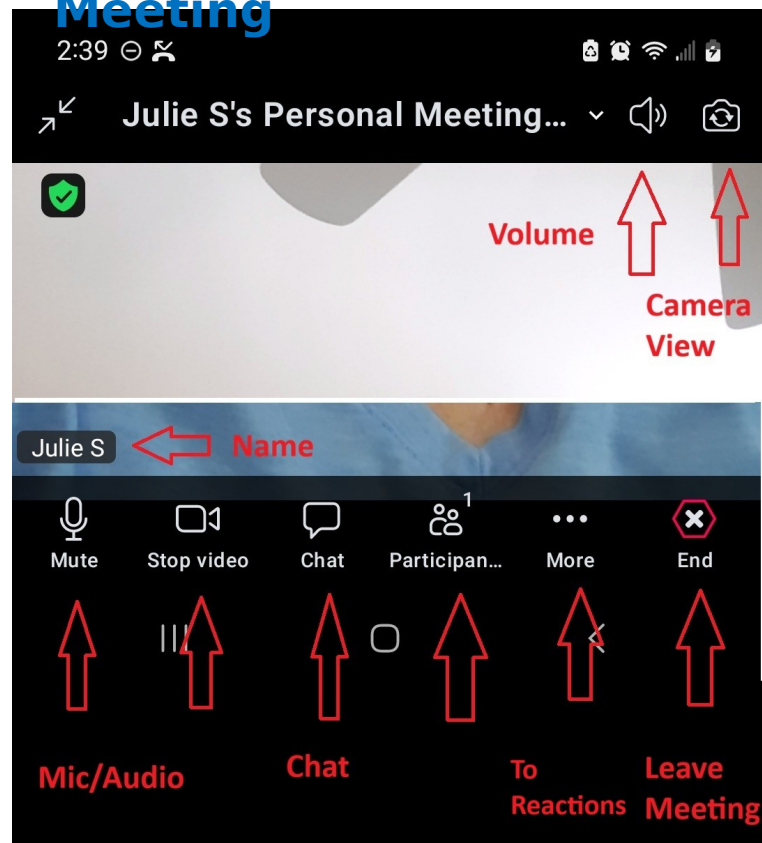
Remember

- We are all classmates and we are at a different levels
- It is important we work together
- It is OK to play and experiment with your computer
- Practice, practice, practice
- Please mute your microphone
- Raise your hand or use Chat if you have a question

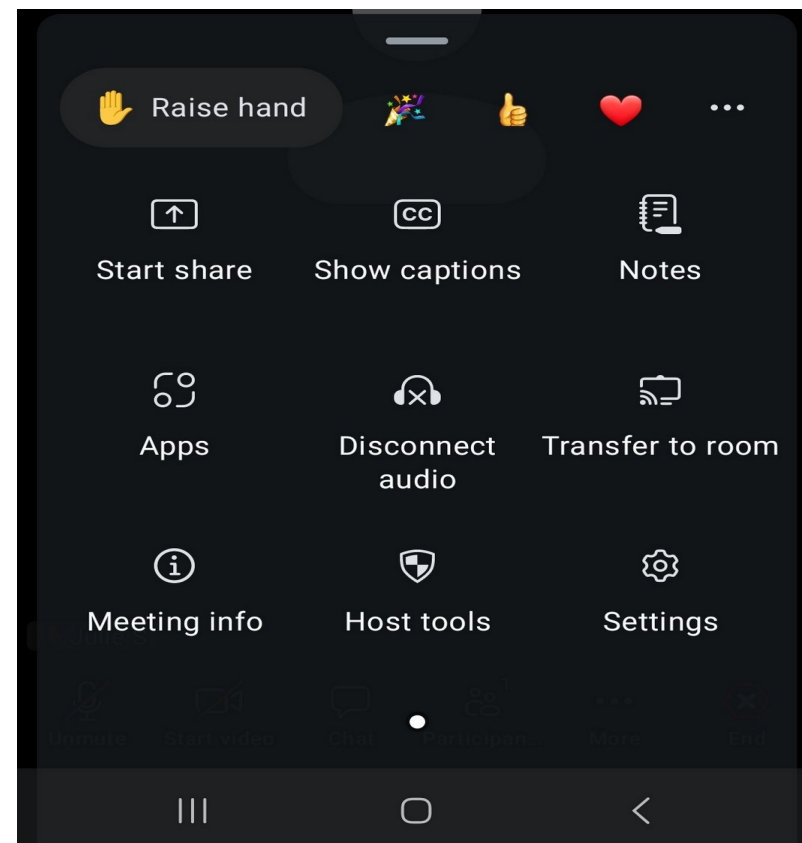


Review - Zoom Mobile

Main Screen During Meeting



From "More" Menu Item





Review – Using Slack

- You must have an email address
- https://join.slack.com/t/computercore/shared_invite/zt-2xthm-mimt-5nTjorK7UAjDpJPHLSGXnw
- Log in with your email address or with either Google or Apple
- Slack will either email you a code or you can use your Google or Apple password
- You could get several prompts to open Slack
- On the left side of the screen you will see a channel for your courses
- The web address (the URL) and Passcode for the recording will be posted in a day or two



Review - Helpful links about Slack

- <https://community.maryville.edu/s/article/How-do-I-install-and-access-Slack-on-my-computer>



Example Zoom recording

This is a recording of an earlier class:

https://us06web.zoom.us/rec/share/r--Y8Ili9_kj5PQ2lqM7xvwktjvhDvIEYh0Vgr2HeshT5TGaa3X4JL0CbVVmXSR.6cjolsMikeEkāDJ6

Passcode: %SkQ10q&



Hardware and Software Requirements

- Does everyone have a laptop or a desktop computer?

A Keyboard

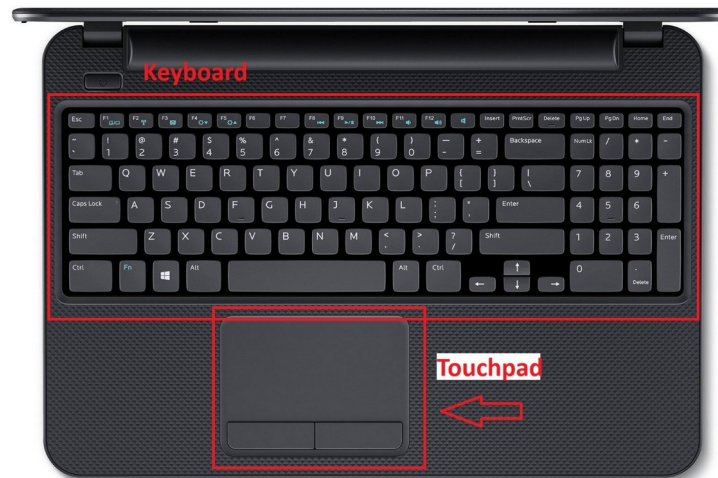


- If you need more support, the Help Desk is at:
866-977-3033 helpdesk@computercore.org



Hardware and Software Requirements

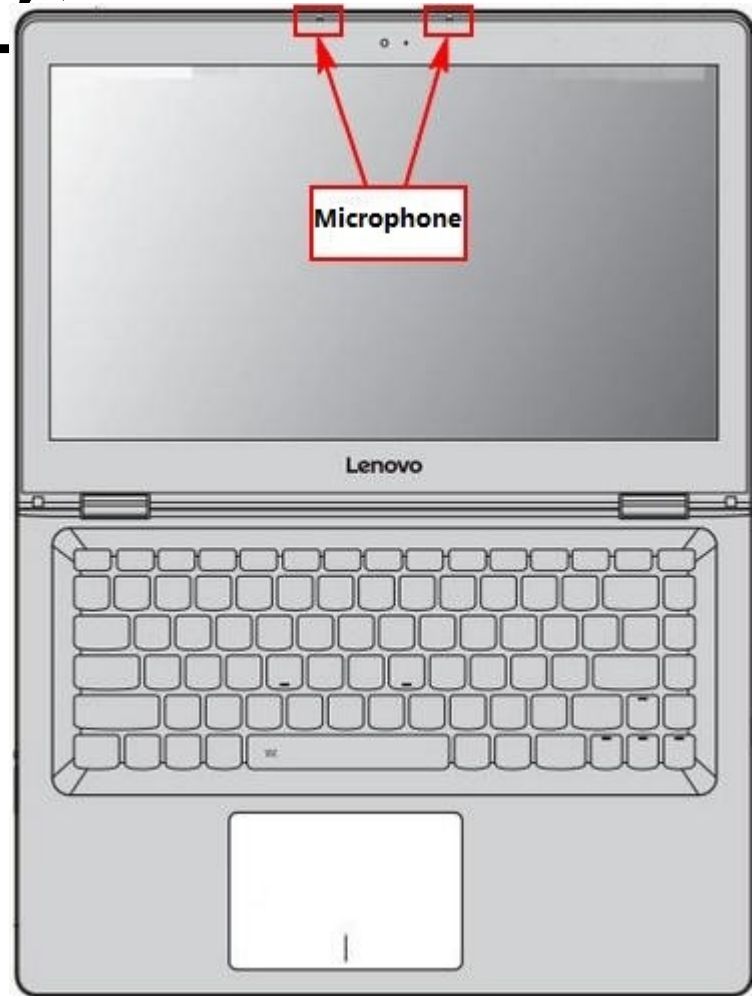
- Does your computer have a mouse, touchpad, trackball





Hardware and Software Requirements

- Does your computer have
A camera (web cam) and a microphone





Hardware and Software Requirements

- Does your computer have Zoom





Hardware and Software Requirements

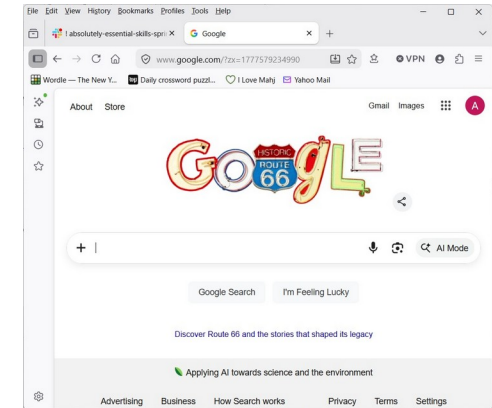
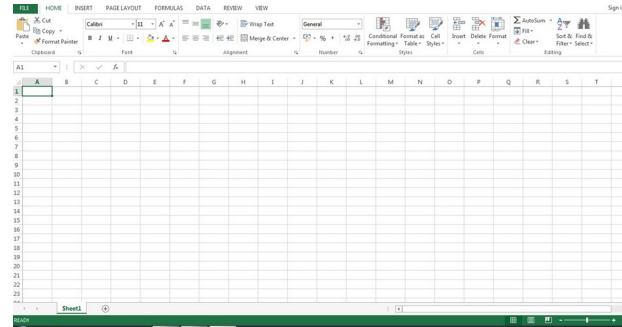
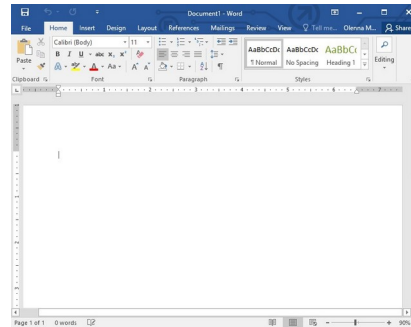
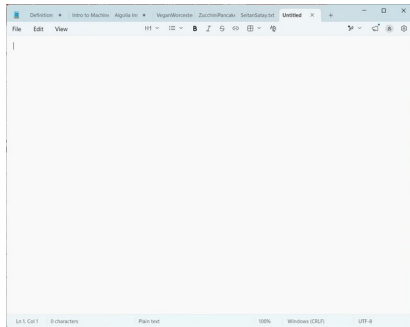
- Does your computer have
Microsoft Windows (operating system)





Hardware and Software Requirements

- Does your computer have Applications (Apps) like Notepad, Word, Excel, and an Internet (Web) browser like Chrome or Edge?





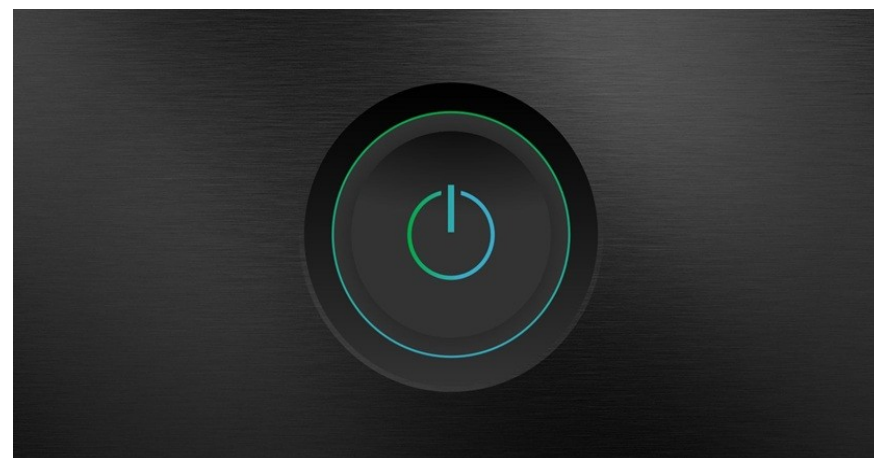
Hardware and Software Requirements

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The first essential skills

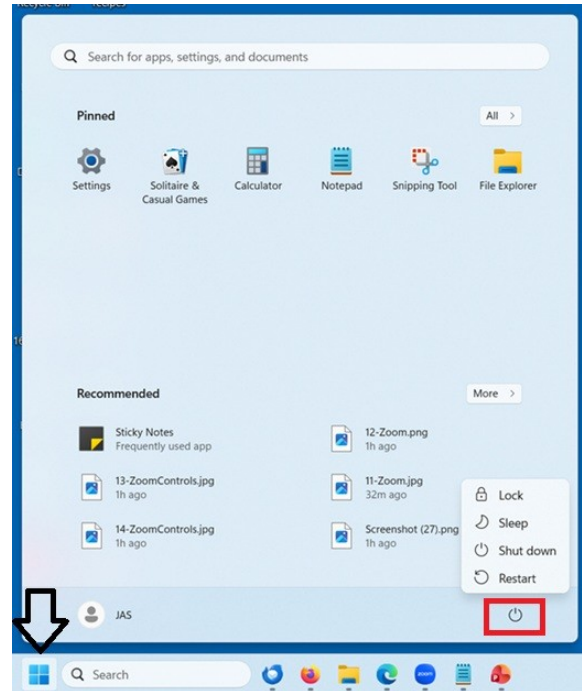
- What kind of computer do you have?
- How do you turn the computer (and





The first essential skills

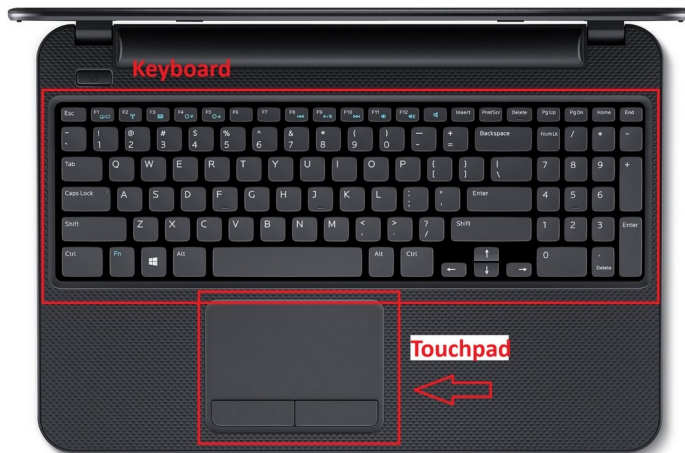
- How do you turn the computer off?





The first essential skills

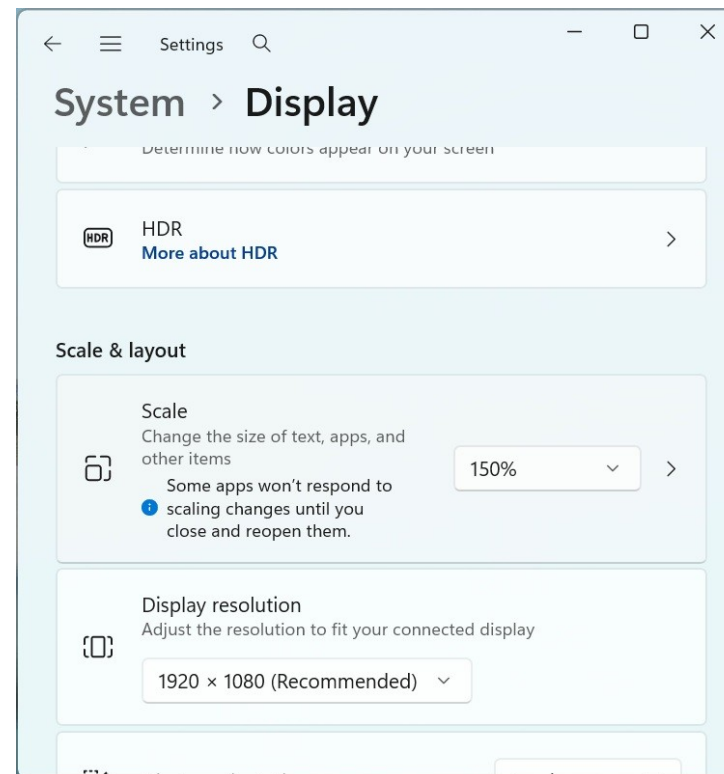
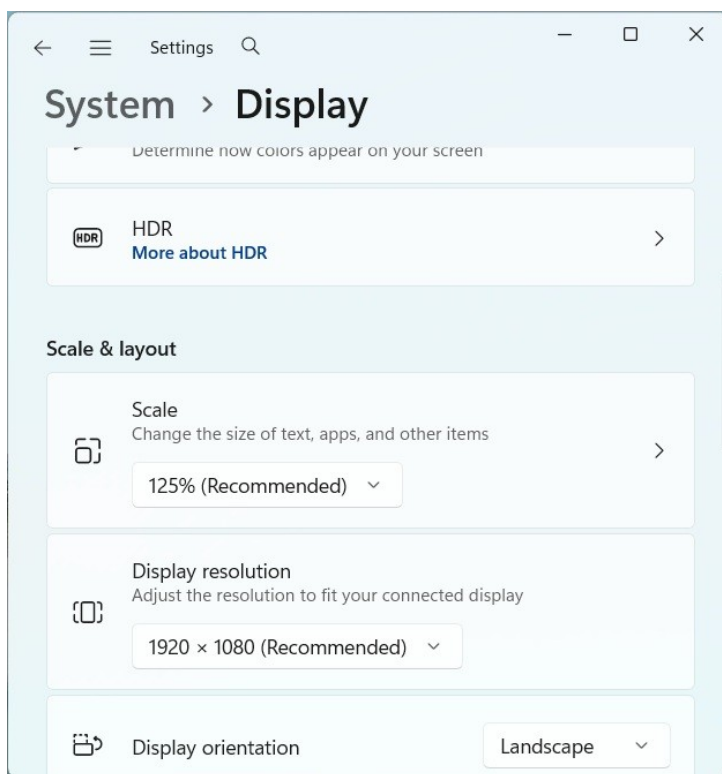
- How do you talk to the computer?
 - Keyboard
 - Pointing device (mouse, touchpad)





The first essential skills

- How does the computer talk to you?





When this course is over: You will need to know

- Basic Computer Skills
 - How to turn on the computer and the monitor – and turn them off
 - How to use a mouse, trackball, or touchpad – to include the buttons
 - How to open a Window on your desktop
 - How to save and open files
 - How to connect to the Internet
 - How to open and send emails
 - How to use Zoom
- Online behavior
 - We are all adults
 - Show respect to all of your classmates
 - Never interrupt – raise your hand, use Chat, or use Q&A



Until our next class

- Review the recording
 - The link to the recording and these slides will be on Slack
- Experiment with your computer for at least two hours
 - Open applications (apps) - Practice with your mouse or touch pad
- Find and use online resources
- If you have technical problems: Computer Core help desk at 866-977-3033 or helpdesk@computercore.org

Online resources

- Digitallearn (the updated AT&T site):
<https://www.digitallearn.org/>
- NorthStar Digital Literacy:
<https://www.digitalliteracyassessment.org/>
- Learn Free: <https://www.learnfree.org/>
- Typing Club: <https://www.typingclub.com/>
- Typing Test: <https://www.typingtest.com/>
- Mouse practice: <https://mouse-practice.com/>



Questions?

We will see you online in the next
class!